

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Agency: Department of Health, Community Health Administration

Caption: School Nurses Program

Contract No.: CW23692

Contractor: Children's National Medical Center, Inc.

FINDINGS

1. AUTHORIZATION

DC Official Code §2-354.04 and 27 DCMR §§ 1700

2. MINIMUM NEED

The Government of the District of Columbia, Office of Contracting and Procurement (OCP) on behalf of the Department of Health (DOH) Community Health Administration (CHA) seeks to contract with the Children's National Medical Center, Inc. (Contractor) to continue to provide the management and daily operations of the School Health Nurses Program (Program). The Program encompasses the management oversight of school nurses serving in approximately 165 public, public charters, and special need school sites in the District of Columbia. The Program provides school-based nursing services, health promotion education services, and care coordination services to students in the District of Columbia public and charter schools. Under the Program students learn about health issues, are screened for childhood diseases, are immunized, and are treated and/or referred for services.

Access to school health services for children provides critical early interventions to reduce the onset of preventable diseases and other health conditions, encourages chronic disease management and health education, and ultimately improves the health and well being of the entire community.

The overall goal of the Program is to improve the general health and wellbeing of the children enrolled in District of Columbia public and charter schools through health promotion education and supervised nursing services and follow-up.

The period of performance is from October 1, 2013 through September 30, 2014, until a new contract can be competitively awarded.

3. ESTIMATED REASONABLE PRICE

The estimated fair and reasonable price for the contract extension is \$17,000,000.00, which is based on the current monthly installment price listed in the contract.

4. EXPIRATION DATE

This Sole Source Class Determination and Findings will expire on September 30, 2014.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

The current contract expires September 30, 2013. In anticipation of the expiration of the contract, the Office of Contracting and Procurement (OCP) together with DOH and the DC Public Schools has developed a Request for Proposals (RFP) to select a contractor through a competitive process. The District needs additional time to complete the assessment of the most appropriate way to obtain medical services based on the actual service requirements needed by the District for the public and charter schools. Additionally, a transition period will be needed for the new service requirements.

The Contractor has an abundant staffing level of highly skilled and competent nurses trained on various nursing procedures appropriate for school settings. The Contractor further uses an electronic health record system which is the electronic collection of health information about individual students and the student populations. The system provides a complete record of patient encounters that increases safety through evidence-based decision support, quality management, and outcomes reporting. The system complies with the Health Insurance Portability and Accountability Act (HIPAA) standards to protect student privacy and is utilized to retrieve data for federal reporting, promoting the District's credibility.

Given the new contract has not been executed, there remains a need for continuity of nursing services without interruption to ensure the health and safety of school students. Acquiring services from another provides would require an estimated 90-day transition period. The Contractor is the only vendor with existing capacity to perform the required services on October 1, 2013, which it has successfully done since 2006.

Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000. The posting was submitted to OCP's website on August 13, 2013.

5. CERTIFICATION BY AGENCY HEAD OR DESIGNEE

I hereby certify that the above findings are correct and complete to the best of my knowledge and belief.

Saul M. Levin, M.D., MPH
Interim Director
Department of Health

Date

6. CERTIFICATION BY CONTRACTING OFFICER

Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000. The posting was submitted to OCP's website on August 13, 2013.

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited statutory authority. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract extension.

O'Linda Fuller, MBA, CASA
Contracting Officer
Office of Contracting and Procurement

Date

DETERMINATION

Based on the above certified findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under Section 303 of the District of Columbia Procurement Practices Act of 1985 (DC Law 6-85; DC Official Code §2-354.0) 27 DCMR §§ 1702.2 and 2005.6. It is determined that the District is justified in contracting with the single available source using the sole source method of procurement in using the sole source method of procurement.

James D. Staton, Jr.
Chief Procurement Officer
Office of Contracting and Procurement

Date